

**BY ORDER OF THE COMMANDER,
UNITED STATES AIR FORCES IN
EUROPE (USAFE)**

AIR FORCE INSTRUCTION 91-207



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Safety

**THE U.S. AIR FORCE TRAFFIC SAFETY
PROGRAM**

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***AFI 91-207, 22 May 2007, is supplemented as follows:** This supplement applies to all United States Air Forces in Europe (USAFE) units. It applies to Air Force Reserve Command (AFRC) or Air National Guard (ANG) units upon mobilization and assignment to USAFE. Installation safety staffs, field operating agencies (FOA), and direct reporting units (DRU) send their supplement to Safety (HQ USAFE/SE), Unit 3050 Box 165, APO AE 09094-0165 for review before publication. Ensure that any local publications, instructions or supplements are created in accordance with Air Force Instruction (AFI) 33-360, *Publications and Forms Management*, and the USAFE supplement. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located in Air Force Records Information Management System (AFRIMS): <https://www.my.af.mil/gcss-af61a/afirms/afirms/rims.cfm>

***SUMMARY OF CHANGES**

This Interim Change (IC-3) implements the requirement of individuals to use the USAFE Form 90, *Motorcycle Safety Interview*, to conduct one-on-one briefings and gather data on all USAFE assigned motorcycle riders, regardless of training and riding experience. Safety staffs will ensure a mandatory pre-season/annual safety briefing is conducted for two-wheeled motor vehicle operators by the Commander, Safety office or Motor Safety Foundation (MSF) certified instructor or Unit Motorcycle Coordinators (UMC). UMCs will forward a copy of the squadron rider roster required to the responsible safety office quarterly for motorcycle safety management/tracking purposes. An asterisk (*) in front of the paragraph indicates newly revised material.

*1.2.2.1.1. (Added) **Annual Motorcycle Safety Program Assessment.** USAFE safety staffs will assess the unit motorcycle program for USAFE organizations during annual safety assessments and specifically address the health of the program in the assessment report.

1.2.2.2.1. (Added) HQ USAFE/SE will budget for and host Motorcycle Safety Foundation (MSF) Rider Coach Workshops to assist units in maintaining a cadre of certified instructors.

1.2.3.3.1. (Added) Unit Commanders with two-wheeled motor vehicle operators (moped, motorcycle, and motor scooters) must:

1.2.3.3.1.1. (Added) Ensure personnel who operate two-wheeled motor vehicles are identified to the Unit Motorcycle Coordinator (UMC) and the supervisor. This requirement should be identified on the unit in-processing checklist.

*1.2.3.3.1.1.1. (Added) **Motorcycle Rider Interview.** Unit commanders, First Sergeants or Unit Motorcycle Coordinators (UMC) will use the USAFE Form 90, *Motorcycle Safety Interview*, to conduct one-on-one briefings and gather data on all USAFE assigned motorcycle riders, regardless of training and riding experience. UMCs will maintain copies of the USAFE Form 90 and review them annually for the purpose of clearing those personnel that have permanently changed station (PCS), auditing against those still assigned for currency, determining if riders have changed bikes within the last year, etc. If significant changes/discrepancies are discovered, report to commander or First Sergeant for new interview and schedule for training on the new bike, if required by the commander.

1.2.3.3.1.2. (Added) Ensure the UMC provides training on registration and riding requirements upon arrival and at least annually thereafter. Annual requirements for this training can be accomplished during the annual preseason briefing; however, the UMC must monitor and document attendance for unit riders.

1.2.3.3.1.3. (Added) Ensure two-wheeled motor vehicle operators attend the installation preseason/annual safety briefing. When attendance is not practical, the UMC will coordinate with the host base safety staff to obtain a copy of the briefing material and present the briefing to unit personnel.

1.2.3.3.1.4. (Added) Appoint, in writing, at least one UMC to manage the unit's motorcycle safety program. UMCs should be experienced riders and have one year of riding experience in the host country (3 months at short tour locations). The UMC assists the unit commander with the following functions and services:

1.2.3.3.1.4.1. (Added) Serve as the unit focal point for: two-wheeled motor vehicle training; licensing and registration information.

1.2.3.3.1.4.2. (Added) Maintain a current roster of all two-wheeled (motorcycle, motor scooter, and moped) operators within the unit.

1.2.3.3.1.4.3. (Added) Track the refresher training of unit personnel to ensure compliance with 3-year requirement and advise the unit commander of noncompliance.

1.2.3.3.1.4.4. (Added) Conduct and document periodic safety meetings with unit riders to address seasonal, regional hazards, recent mishaps, safe riding habits, and principles of risk management.

*1.2.3.3.1.4.5. (Added) **Motorcycle Rider Training Course.** Unit commanders should encourage rider refresher training when a rider moves up in size and or weight of motorcycle and completion of the Experienced Rider Course within 18 month of completing the Beginner Basic Course.

1.2.3.5.1. (Added) The host-installation safety office will be the focal point for personnel volunteering to serve as MSF Rider Coaches. MSF Rider Coach Candidates must:

1.2.3.5.1.1. (Added) Complete a Rider Coach instructor application furnished by the installation safety staff. Have the application endorsed by their unit commander. Unit commander endorsement acknowledges the requirement for the candidate to teach/ co-teach a minimum of four classes, consistent with mission requirements, annually.

1.2.3.5.1.2. (Added) Conduct two and assist in two MSF classes yearly.

1.2.3.5.1.3. (Added) Attend required instructor update training at the appropriate interval dictated by MSF Rider Coach certification requirements.

1.2.3.5.1.4. (Added) Comply with the MSF guidance for conducting course and rules of conduct for Rider Coaches.

*1.2.4.1.1. (Added) As part of installation's traffic safety program, safety staffs will ensure a mandatory pre-season/annual safety briefing is conducted for two-wheeled motor vehicle operators by the Commander, Safety office, MSF certified instructor or UMCs. The briefing will cover the following topics as a minimum: registration, Personal Protective Equipment (PPE) requirement, local conditions, Air Force and Host Nation riding requirements, risk management, motorcycle mishap trends, braking and steering through curves.

1.2.4.7. (Added) Full time safety staff supporting Geographically Separated Units (GSU) will assist unit safety representatives in remote locations (e.g., Norway, Ankara, etc) in developing a safety briefing for newcomers and temporary duty (TDY) personnel.

2.2.4.4. (Added) Requests for purchase of golf cars, neighborhood electric vehicles, low speed vehicles, and other utility vehicles will be routed through the installation safety office for review, and approval as outlined in AFI 23-302, Vehicle Management.

2.2.4.4.1. (Added) Requesting units shall conduct a thorough risk assessment before purchasing and using these vehicles. Vehicle use will not conflict with guidance provided in AFI 23-302, Vehicle Management concerning Low Speed Vehicles. This assessment should also include any other similarly constructed conveyances, which cannot be state or host nation licensed to be operated on public roads.

2.2.4.5. (Added) Units will develop formal training programs on the safe operation of these vehicles. Training will include, as a minimum, a review of the manufacturer's instructions on

safe vehicle operation, local area driving restrictions, rules for passengers, wear of safety equipment, and operation during adverse weather conditions. The installation safety staff will review the training plans during program management assessments.

2.2.4.5.1. (Added) The unit providing training will issue an AF Form 483, Certificate of Competency, upon completion of training. Operators will have the form in their possession while operating the conveyance.

3.2.2.1. (Added) Joggers and bicyclists are prohibited from using cell phones, or other similar devices while in the traffic environment. Do not wear any listening device, which impedes hearing and detection of impending danger.

3.2.3.1. (Added) DELETED.

3.4.1.1.1. (Added) Commanders will implement a viable occupant restraint program. Safety staff will promote the use of occupant restraints through ongoing education and publicity program focusing on the benefit of using occupant restraints. Unit commanders, supervisors, and security forces personnel will enforce the program. Security Forces should conduct random occupant checks at base entry points and during traffic stops for compliance.

3.4.2.4.1.1. (Added) Regardless of country assigned, all personnel who operate or ride as a passenger on a motorcycle must wear a protective helmet which, at a minimum, meets certification requirements of ECE 22.05.

3.4.2.6.1. (Added) Certified Specialty Vehicle Institute of America (SVIA) instructors will conduct All Terrain Vehicle (ATV) and off-road motorcycles training using the approved SVIA course criteria. Commanders of units possessing ATVs and off-road motorcycles will ensure sufficient SVIA trained instructors are available. Funding for instructor training is the responsibility of the owning organization.

3.4.2.4.7. (Added) Unit commanders, supervisors, and security forces personnel will enforce the use of personal protective equipment, outlined in paragraph 3.4.2.4. of the basic instruction, for two-wheeled motor vehicle operators at all times.

*3.4.2.7.1. (Added) **Motorcycle Rider Mentorship & Riding Club.** Unit commanders will encourage and support the formation of a motorcycle mentoring program for all riders. The purpose of this program is to share information and foster safe riding. In addition, formation of a motorcycle riding club should be considered.

*3.4.2.8.1. (Added) UMC's will forward a copy of the squadron rider roster required by AFI 91-207, to the responsible safety office quarterly for motorcycle safety management/tracking purposes.

3.5.2.1. (Added) In cases where separation of pedestrian and motor vehicle traffic is not feasible, military personnel in uniform must wear reflective accessories during periods of reduced visibility (hours of darkness, inclement weather, etc). Personnel in civilian attire are encouraged to wear light-colored clothing or reflective accessories. This requirement must be briefed during newcomers' orientation and addressed in the installation traffic code.

3.5.3.1. (Added) Members conducting traffic control duties to include, but not limited to, base entry control, accident investigation, directing traffic or traffic enforcement actions shall wear retro-reflective clothing as stated in 3.5.3. Note: Security forces members performing "tactical"

operations (e.g. airbase ground defense, security/perimeter patrols, combat related actions, etc.) are exempt from this requirement at the option of the local security police commanders.

3.5.4.1. (Added) Bicyclists must wear a reflective outer garment when riding during periods of reduced visibility (hours of darkness, inclement weather, etc) on USAFE installations.

Additionally, bicycle safety accessories such as headlamps, rear lights, and (or) rear reflectors must meet host nation requirements or locally developed requirements.

4.3.1.1. (Added) All personnel must attend Course II, Local Conditions, before licensing. Exception: Personnel collocated on Army installations may attend the Army's Driver's Orientation Course in lieu of attending Course II at the nearest Air Force installation.

4.4.1. (Added) Course IIIA, Intermediate Traffic Safety. Course IIIA will be conducted for assigned military personnel within 60 days of arrival at first duty station. Squadron Commanders will ensure course completion is documented. Unit commanders will identify eligible personnel and ensure course attendance. Safety staffs will develop an alternative training method for personnel in remote locations or unable to attend the course due to documented mission requirements. Safety staffs will evaluate unit support of this initiative during program management evaluations.

4.5.1. (Added) Course IIIB, Advanced Traffic Safety Training. First duty station personnel will complete Course IIIB between the 10th and 14th month from date arrived on station. Squadron Commanders will ensure course completion is documented. Unit commanders will identify eligible personnel and ensure course attendance. Safety staffs will develop an alternative training method for personnel in remote locations or unable to attend the course due to documented mission requirements. Safety staffs will evaluate unit support of this initiative during program management evaluations.

4.6.1.1. (Added) Military personnel (Department of Air Force (DAF) and Non-Appropriated Fund (NAF) civilians) operating motorcycles, motor scooters or mopeds must complete a motorcycle safety course every three years. Installation safety staff may issue AF Form 483 to members completing refresher training instead of a MSF course completion card. Installation safety staff will assess unit motorcycle safety programs during program management evaluation (PME).

4.6.1.2. (Added) The motorcycle safety training requirement applies to all personnel stationed on host-nation bases outside United States territories.

4.6.1.3. (Added) Members who have never received MSF training, individuals who do not successfully complete MSF training, and members who have exceeded the mandatory three year training requirement are not authorized to operate a motorcycle. Individual is responsible for transporting, not riding, the motorcycle to and from formal training prior to completion.

***4.11. (Added) Forms Adopted.** AF Form 483, *Certificate of Competency*.

***4.12. (Added) Forms Prescribed.** USAFE Form 90, *Motorcycle Safety Interview*.

ROBERT G. WRIGHT, Colonel, USAF
Director of Safety

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION******References***

AFI 10-209, *Red Horse Program*, 22 June 2001

AFI 33-360, *Publications and Forms Management*, 18 May 2006

AFMAN 33-363, *Management of Records*, 1 March 2008

Economic Community of Europe 22.05, *Motorcycle Helmet Standard*

Course IIIA, *Intermediate Traffic Safety*

Course IIIB, *Advanced Traffic Safety Training*

Abbreviations and Acronyms

ECE—Economic Community of Europe

UMC—Unit Motorcycle Coordinator

USAFE—United States Air Forces in Europe